

# Training and Evaluation Outline Report

**Status: Approved**

**10 Oct 2007**

**Effective Date: 14 Sep 2016**

**Task Number:** 14-EAC-8005

**Task Title:** Conduct Paying Agent Operations (Financial Management Support Unit (FMSU))

**Distribution Restriction:** Approved for public release; distribution is unlimited.

**Destruction Notice:** None

**Foreign Disclosure: FD1** - This training product has been reviewed by the training developers in coordination with the Fort Jackson, South Carolina 29207 foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

## Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	DOD 7000.14-R	Department of Defense Financial Management Regulations (DODFMR) (Volumes 1-15)	Yes	Yes
	FM 1-06	Financial Management Operations <a href="http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm1_06.pdf">http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm1_06.pdf</a>	Yes	No

**Conditions:** The Sustainment Brigade has deployed in support of units engaged in Unified Land Operations and directed the FMSU to conduct paying agent operations. Supported units have appointed paying agents in accordance with (IAW) theater policies for individual and procurement support. Paying agents are required to provide payments to Soldiers and vendors in accordance with DODFMR 7000.14-R and FM 1-06. The Financial Management Tactical Platform (FMTP) and other automated systems and software will be employed to provide finance support, as applicable. Connectivity to the NIPRNET has been established. The FMSU is conducting operations in a dynamic and complex operational environment (OE) against a hybrid threat. Conventional attacks by hostile aircraft and operations by ground elements are possible. Threat capabilities include information gathering, hostile force sympathizers, and terrorist activities in a Chemical, Biological, Radiological, Nuclear and high yield Explosives (CBRNE) environment. Some iterations of this task should be performed in MOPP 4.

**Standards:** Appointment documents for all paying agents are properly maintained. Paying agents are briefed on duty requirements and acknowledge their responsibilities before receiving public funds. All accounts are properly cleared and closed out. All public funds are accounted for, controlled, and secured IAW DODFMR 7000.14-R and FM 1-06. Based on FMSUs authorized strength, 85% of the FMSU leaders and 80% of Soldiers are present at training. The FMSU attains 90% on performance measures, 100% on critical performance measures, and 90% on leader performance measures achieving a T fully trained.

**NOTE:** Leaders are defined as Commander, FMSU and/or Disbursing Officer (DO).

**Live Fire Required:** No

**Objective Task Evaluation Criteria Matrix:**

Plan and Prepare		Execute						Assess		
Operational Environment	Training Environment (L/V/C)	Training/Authorized	% of Leaders Present at	% of Soldiers Present at	External Eval	% Performance Measures 'GO'	% Critical Performance Measures 'GO'	% Leader Performance Measures 'GO'	Task Assessment	
BDE & Above										
Dynamic and Complex (All OE Variables and Hybrid Threat)	IAW unit CATS statement.		>=85%	>=80%	Yes	>=90%	All	>=90%	<b>T</b>	
			75-84%			80-89%		80-89%	<b>T-</b>	
Dynamic and Complex (All OE Variables and Single Threat)			65-74%	75-79%	65-79%	No	51-64%	<All	<=79%	<b>P</b>
			60-64%	60-74%	60-74%					<b>P-</b>
Dynamic and Complex (<All OE Variables and Single Threat)			<=59%	<=59%	<=50%					<b>U</b>

**Remarks:** None

**Notes:** Managing risks is the responsibility of all leaders. Regardless of where the task is conducted, field or garrison, the identification of possible hazards for personnel and equipment is essential to mission accomplishment. Risk management activities are continuous and are performed simultaneously with other operational tasks. Once identified potential hazards must be eliminated or reduced to an acceptable level. Leaders must always consider the local constraints and restrictions for their current operating area.

All required non Army Publishing Directorate (APD) financial specific references and technical manuals will be provided by the local Defense Finance and Accounting Services (DFAS).

**Safety Risk:** Low

**Task Statements**

**Cue:** None

## **DANGER**

Leaders have an inherent responsibility to conduct Composite Risk Management to ensure the safety of all Soldiers and promote mission accomplishment.

## **WARNING**

Composite Risk Management is the Army's primary decision-making process to identify hazards, reduce risk, and prevent both accidental and tactical loss. All Soldiers have the responsibility to learn and understand the risks associated with this task.

## **CAUTION**

Identifying hazards and controlling risks across the full spectrum of Army functions, operations, and activities is the responsibility of all Soldiers.



**Supporting Collective Task(s):**

Step Number	Task Number	Title	Proponent	Status
	71-2-5100	Conduct Troop Leading Procedures for Companies	71 - Combined Arms (Collective)	Approved

**OPFOR Task(s):** None

**Supporting Individual Task(s):**

Step Number	Task Number	Title	Proponent	Status
	805A-36A-6001	Resolve Irregularities in a Disbursing Officer's Account	805A - Financial Management (Individual)	Approved
	805A-36A-6004	Conduct Paying Agent Operations	805A - Financial Management (Individual)	Approved
	805A-36B-4002	Safeguard Public Funds	805A - Financial Management (Individual)	Approved

**Supporting Drill(s):** None

**Supported AUTL/UJTL Task(s):**

Task ID	Title
ART 4.2.2.2.2	Provide Procurement Support

**TADSS**

TADSS ID	Title	Product Type	Quantity
No TADSS specified			

**Equipment (LIN)**

LIN	Nomenclature	Qty
70347N	FMTP Financial Management Tactical Platform	1
70209N	Computer, Personal Workstation	1

**Materiel Items (NSN)**

NSN	LIN	Title	Qty
No materiel items specified			

**Environment:** Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to the current Environmental Considerations manual and the current GTA Environmental-related Risk Assessment card. None

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. Safety in performing tasks and within the work/task environment is everyone's responsibility. Supervisors and leaders must ensure a safe and healthful workplace by inspecting the area for hazards and promptly taking action as required to correct hazards. Leaders increase safety by ensuring that Soldiers and Army Civilians are trained and competent to perform their work safely, efficiently, and effectively. Counsel and take action as necessary with Soldiers or Army Civilians who fail to follow safety

standards, rules and regulations, including the use of personal protective clothing and equipment, and seatbelts. Leaders should hold all personnel accountable for accidents and property damage, occurring in operations under their direct supervision and control. (See AR 385-10, The Army Safety Program).